



## City of Alameda • California

January 12, 2017

Dear Alameda Property Owner or Resident:

This letter is to inform you that the City of Alameda has received an **application for Design Review permit no. (PLN16-0624)** from your neighbor at **1326 Broadway**. Planning Division staff will review the project and all public comments submitted to the City on this application, and a final decision to approve or deny the application will be made by the Planning Director on January 23, 2017.

**DESCRIPTION OF WORK:** The project consists of a 193 square foot single story rear addition that will include a new 348 square foot second story deck, and excavating an existing basement to create 427 square feet of new floor area. Additionally, the existing front facing garage door will be removed and enclosed with new siding matching the existing siding and the existing curb cut for the driveway will be reduced in width to the maximum allowed 10' wide. The property is located within the R-4 (Neighborhood Residential) Zoning District

**ENVIRONMENTAL DETERMINATION:** This project has been determined to be Categorically Exempt pursuant to Section 15301 of the CEQA Guidelines, which allows permitting and licensing of existing private structures involving negligible or no expansion of use beyond that which exists.

**TO FIND OUT MORE:** Plans are available for review during business hours Monday through Thursday at the Community Development Department offices. The project file is also available online through the City's Permit ePortal at: <https://aca.accela.com/alameda/>. Click on the "Planning" tab and then search by Permit Number or Address. The project plans and documents will be listed under "Documents."

**COMMENTS?** Comments should be directed to the project planner, **David Sablan**, at **747-6873** or [dsablan@alamedaca.gov](mailto:dsablan@alamedaca.gov) within ten (10) calendar days of this letter and no later than the decision date noted above.

**NEXT STEPS:** The Planning Director will make a decision on this project on the date noted above unless revisions to the project are deemed necessary as a result of public comments. Decisions that are postponed will be renoticed for public comment. Decisions made on the application will be reported to the Planning Board the same day and a ten (10) calendar day appeal period will commence. During the appeal period, any person may appeal the decision to the Planning Board. The Planning Board may also call for review the decision. Appeals must be filed in writing with the Community Development Department and detailing the factual basis for the appeal. For single-family residential projects, a fee of \$250 (+ \$500 Deposit) is required at the time of submittal. The appeal fee for a commercial/multi-family project is \$350 (+ \$2,500 Deposit). Appeals and call for reviews by the Planning Board are typically heard by the third regularly scheduled Planning Board meeting following the appeal filing or call for review.